

COLORADO COMMISSION ON AFFORDABLE HEALTH CARE

COMMITTEE/MEETING NAME: Communications Committee
DATE: March 3, 2015

CHAIRPERSON: Jeff Cain
TIME: 4:00 – 5:00pm
LOCATION: Phone

ATTENDANCE: Rebecca Cordes, Steve ErkenBrack, Marcy Morrison

Minutes Recorded By: Keystone Center

Ground Rules: Start on time, Stay on Task, Maintain Respectful Dialogue. Everyone gets a chance to speak before repeats.

Agenda Items	Discussion	Follow-up/Actions
1. Keystone Center introduction	<ul style="list-style-type: none">Brief introductions from Lorez Meinhold and Cally King, Keystone Center, who will be staffing the Communications Committee.	
2. Communications plan <ul style="list-style-type: none">a. Audiencesb. Participation		<ul style="list-style-type: none">Keystone to create and disseminate set of questions before next committee meeting to help develop/prioritize communications plan
3. Website update <ul style="list-style-type: none">a. Potential URLs:	<ul style="list-style-type: none">SIPA (state website manager) has potential to develop mini-site; Commission can create own URL and name through this platform with their own design and input.Takes about 1 month to create and launch the website, once questionnaire is submitted to SIPAAddress would be: (name we want to create here)Potential URLs:<ul style="list-style-type: none">o COCostCommo COCostCommission (defines who we are and how we're described)o COPlanforHealt (explains the Commission is for health)o CCAHC	<ul style="list-style-type: none">Recommend "COCostCommission" URL to Board at 3/9/15 Commission meeting
4. Accessibility for the Commission meetings	<ul style="list-style-type: none">Exploring the use of webinar technology opposed to phone technology for Commission meetings. We will test Regis' webinar tech at next Commission meeting; may explore purchasing webinar technology, if it works well, for public participation and use at committee meetings.	<ul style="list-style-type: none">Make recommendation to Commission to invest in webinar technologyRevisit opening committee meetings to the public at next meeting

	<ul style="list-style-type: none"> • Cost for webinar technology is approx. \$119 to \$319/mo. depending on number of users (provides unlimited use of the webinar technology; could use technology as often as we want for Commission and committee meetings) • Discussion on webinar technology: <ul style="list-style-type: none"> ○ Good idea, helps improve transparency ○ Helpful technology especially for Commissioners and public outside of metro Denver area • Is it important for this committee to be open to the public? <ul style="list-style-type: none"> ○ Discussion: <ul style="list-style-type: none"> ▪ Important to be transparent and have opportunity for public to understand what is going on by having meetings open to public ▪ Are posting meeting minutes and agenda notices online enough transparency to public? 	
5. Confirm monthly meeting		<ul style="list-style-type: none"> • Keystone will work on setting a monthly committee meeting schedule

Meeting was adjourned at 4:40pm